



PTRCF ADVISORY BOARD TRAVEL EXPENSE VOUCHER
NORTH DAKOTA INSURANCE DEPARTMENT - SPECIAL FUNDS DIVISION
PETROLEUM TANK RELEASE COMPENSATION FUND (PTRCF)
SFN 52864 (6-2006)

Date of Meeting:	Hour of Departure From Home or Place of Business:
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(Chapter 44-08-44, N.D.C.C., provides that employees shall not be reimbursed for first quarter meals if travel began after 7:00 a.m.)

MEAL REIMBURSEMENT	AMOUNT
First Quarter, 6:00 a.m. to 12:00 noon: \$5.00	
Second Quarter, 12:00 noon to 6:00 p.m.: \$7.50	
Third Quarter, 6:00 p.m. to 12:00 midnight: \$12.50	

IN-STATE LODGING

In-State Lodging, Maximum \$50.00 Plus Taxes	
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MILEGE REIMBURSEMENT

In-State Mileage Allowance is 37.5 cents per mile	
Taxi fares must be supported by a receipt:	
PER DIEM: days at \$62.50	
TOTAL:	
Signature:	
Approval:	